

LBNL FACILITIES DIVISION

FACILITIES PLANNING & WORKPLACE RESOURCES DEPARTMENT

9-22-2010

MISSION STATEMENT	VALUES STATEMENT	VISION STATEMENT
<p>We enable world-class science.</p> <p>We enable this national laboratory to excel at its global scientific mission through collaborative, interdisciplinary planning with a holistic understanding and vision of physical space, site development, and environmental stewardship.</p>	<p>We Value:</p> <p>Strategic Thinking to facilitate short- and long-term objectives</p> <p>Teamwork built on professionalism and integrity</p> <p>Communication and institutional responsiveness</p> <p>Creativity to promote operational efficiency and cost-effective stewardship</p> <p>Commitment to the success of the Laboratory</p>	<p>To plan and design for a “National Lab with a Global Mission”.</p> <p>To develop Berkeley Lab’s site and facilities into a campus-like environment that will attract and retain the future’s best research programs and staff. These facilities will enable multi-dimensional collaborations that will result in the achievement of Berkeley Lab’s scientific vision.</p>

RESPONSIBILITIES MATRIX

	DEPARTMENT HEAD & CHIEF PLANNER	MASTER PLANNING, MASSING STUDIES, LONG RANGE PLANNING	SITE PLANNING & TRANSPORTATION DEMAND MANAGEMENT	SPACE MANAGEMENT SUPPORT	INTERIOR DESIGN	STANDARDS DEVELOPMENT	ENVIRONMENTAL PLANNING	
	Laura Chen (x6117)			Bernie Canio (x6722)			Jeff Philliber (x5257)	
RESP:	<ul style="list-style-type: none">• Management & Supervision of Group<ul style="list-style-type: none">- Staffing- Budgets- Resource Allocation- Performance Mgmt and Annual Reviews• DOE & UC Performance Evaluation Mgmt Plan (PEMP) & Environmental Mgmt Program (EMP)<ul style="list-style-type: none">- Development- Tracking- Reporting• Peer Reviews,Best Practices, & Benchmarking• Oversight & Approvals:<ul style="list-style-type: none">- Siting- Planning Documents- Space Assignments- Signage- Furniture Standards• Project Director<ul style="list-style-type: none">- Implementation of Space Planning Projects (B937 Relocation Project)• Interface:<ul style="list-style-type: none">- DOE & Other Nat'l Labs- UCOP- UCB- City of Berkeley• Affiliations:<ul style="list-style-type: none">- American Planning Assoc (APA)- Federal Planning Division (FPD)	<ul style="list-style-type: none">• Master Planning Studies<ul style="list-style-type: none">- Area Master Planning- Massing Studies & Capacity Planning- Site Constraints Analyses- 2nd Campus Master Planning• Long Range Planning<ul style="list-style-type: none">- Population & Space Projections- Land Use Planning- Site Development Concepts- Access & Circulation Analyses• Siting Studies<ul style="list-style-type: none">- Programming & Scoping- Site Option Analyses- Conceptual Designs- Circulation Studies (pedestrian, vehicular, service. Etc.)• Program Development & Design Guidelines:<ul style="list-style-type: none">- Campus Design Guideline- Signage Standards & Policy- Parking, Transportation & Circulation	<ul style="list-style-type: none">• Planning Documents, such as<ul style="list-style-type: none">- UC Long Range Development Plan- UC Vision Plan• Transportation Demand Management (TDM)<ul style="list-style-type: none">- Environmental Mgmt Plan (EMP)- City of Berkeley and UCB Coordination- Parking Analyses, maps, inventory, designation, & tracking• Vegetation Management<ul style="list-style-type: none">- Reduction of Wildland Fire Risks- Protection of Lab and Neighboring Assets• Landscape Planning<ul style="list-style-type: none">- Tree Sceening- Pedestrian Pathways- Outdoor Lighting• Presentations for<ul style="list-style-type: none">- UC Regents- DOE• Public Interface<ul style="list-style-type: none">- City of Berkeley- Local Agencies- Community Advisory Group	<ul style="list-style-type: none">• Space Master Planning<ul style="list-style-type: none">- Assist in developing Strategic Space Plans for each division- include new construction & bldg demolition sched, lease terms, bldg condition reports, etc.• Assist Lab Mgmt in<ul style="list-style-type: none">- Space Requests- Option Analyses- Odyssey Database- Negotiations between Divisions- Keyplan Mgmt- Room Numbering• Space Coordination with Construction Proj Grp, Move Coord• Coordination with other disciplines (Facilities Maintenance, Design & Construction, and EH&S, etc.)<ul style="list-style-type: none">- Space Move Projects- Database Mgmt• Electronic Data Development<ul style="list-style-type: none">-Space Tool (Archibus - link Odyssey Space Database with AutoCAD keyplans)	<ul style="list-style-type: none">• Design Reviews<ul style="list-style-type: none">- Peer Reviews on A/E Projects (Helios, CRT, Guest House, USB, etc.)• Furniture Management<ul style="list-style-type: none">- Development of Lab Standards & Objectives- Integration of Ergonomic Design- Review of Vendors and Cost Comparisons- Trouble-shooting- Development of website ordering• Building Code Review<ul style="list-style-type: none">- Occupancy load- Americans w/ Disabilities Act (ADA)• Key Plans<ul style="list-style-type: none">- Field Verifications- Updates on AutoCAD	<ul style="list-style-type: none">• Interior Finishes & Fixtures<ul style="list-style-type: none">- Carpet- Paint- Furniture- Restrooms- Signage• Exterior Treatments<ul style="list-style-type: none">- Building Colors- Materials- Retaining Walls- Paths- Stairs-• Criteria Development<ul style="list-style-type: none">- Maintainability- Cost- Sustainability- Energy Efficient- ADA requirement- Availability	<ul style="list-style-type: none">• Management of LBNL's NEPA/CEQA Program• First-Line Legal Review of LBNL's NEPA/CEQA Issues• Review All LBNL's Construction & Research Proposals for NEPA/CEQA Compliance• Liaison To/Prepare CEQA Docs for UCOP; Include CE, IS/Neg Dec, EIR• Liaison To/Prepare NEPA Docs for DOE; Include CX, EA/FONSI, EIS• Assist site, long-range, and project planners with environmental planning aspects of large projects.	<ul style="list-style-type: none">• Community Interface & Formal Response on LBNL's NEPA/CEQA Issues• Administer public meetings as required by CEQA and NEPA.• Mitigation monitoring planning and oversight per Lab's NEPA and CEQA obligations• Compliance with Fed, State & Local Environ Reg's, Inclu ESA, NHPA, EO's, etc.• Oversee Historic Pres & Endangered Species Processes, per NEPA• Responsible for Lab's Alameda whipsnake training for construction and field staff